



**Oklahoma Tobacco Settlement Endowment Trust**

Board of Directors

Regular Meeting

10 a.m., Tuesday, January 25, 2022

PHF Conference Center – Kiva Room

655 Research Parkway, Suite 100

Oklahoma City, OK 73104

*\*Masks are recommended for all in-person attendees.*

AGENDA

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes of the November 18 Regular Board Meeting
3. Chair's Report
  - a. Board Governance Committee Update
    - i. Update on bylaw and governance policy work
4. LOFT Report Review Committee Report
  - a. Update on Review committee work
5. Executive Director's Report
  - a. Overview of Executive Director activities
6. Agency Operations Committee Report
  - a. Update on agency expansion plan
  - b. Financial Reports
    - i. FY21 Budget to Actual – Operating
    - ii. FY21 Budget to Actual – Programs
    - iii. FY22 Budget to Actual – Operating
    - iv. FY22 Budget to Actual – Programs
7. Programs Committee Report
  - a. Discussion and possible action on TSET Healthy Incentive Grants for Communities

*Note: The Board of Directors may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item(s) on the agenda.*

*If accommodation is needed on the basis of ability, please contact LaToshia Broadwater at (405) 882-0544 for assistance.*

<b>Healthy Incentive Grant Program for Communities</b>		
<b>Organization</b>	<b>County</b>	<b>Recommended Amount</b>
Town of Lahoma	Garfield	\$22,000
City of Shidler	Osage	10,000
Town of Marble City	Sequoyah	36,000
Town of Wellston	Lincoln	22,000
Town of Tipton	Tillman	36,000
City of Wynnewood	Garvin	10,000
<b>Total</b>		<b>\$136,000</b>

b. Update on TSET partnership with Oklahoma Department of Transportation

c. Update on current funding opportunity, 092-US22

d. Program Progress and Evaluation Presentations

- i. Incentive Grant Evaluation Report – Noelle Kleszynski, Evaluation Coordinator, OUCOPH
- ii. Healthy Living Program Year 1 Progress Overview – Jessica Davis, Assistant Director of Programs, TSET
- iii. Healthy Living Program Year 1 Progress, Cherokee County -- Lora Buechele, Cherokee County TSET Healthy Living Program, Program Coordinator; Maegen Wallace, Tahlequah Bringing Everyone’s Strengths Together (BEST)/Tahlequah Public Schools, Farm to School Preventionist
- iv. Oklahoma Tobacco Helpline Annual Evaluation (FY21) – Dr. Laura Beebe, Professor and Chair, Department of Biostatistics and Epidemiology, OUHSC
- v. Oklahoma Tobacco Helpline Quarterly Update – Dr. Jon Hart, Director, Oklahoma Tobacco Helpline

e. Renewal Presentations

- i. Oklahoma Tobacco Helpline Oversight, Management, Services – Dr. Jon Hart, Director, Oklahoma Tobacco Helpline
- ii. University of Oklahoma Hudson College of Public Health – Dr. Laura Beebe, Professor and Chair, Department of Biostatistics and Epidemiology, OUHSC

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- f. Discussion and possible action on grant continuation for three-year grant renewal
  - i. Oklahoma Tobacco Helpline Services
  - ii. Oklahoma Tobacco Helpline Oversight and Management
  - iii. University of Oklahoma Hudson College of Public Health Evaluation
  
- g. Discussion and possible action on new funding opportunities
  - i. Unsolicited proposal funding opportunity
  
- 8. Public Information and Outreach Committee Report
  - a. Tobacco Stops With Me Annual Evaluation Presentation – Dr. Laura Beebe, Professor and Chair, Department of Biostatistics and Epidemiology, OUHSC
  - b. 2022 Legislative Update – Thomas Larson, Director of Public Information and Outreach, TSET
  - c. Health Communication Adult-Focused Brands
  - d. Health Communication Youth-Focused Brands
  - e. Public Health Academy of Oklahoma Update
  - f. Outreach Update
  - g. Sponsorships
  - h. Upcoming Events and Training
  
- 9. Appointment of Executive Assistant
  - a. Consideration of a motion and vote to enter into Executive Session pursuant to 25 O.S. § 307 (B)(1) for the discussion of employment of any individual salaried public officer or employee.
    - i. Executive Assistant
  - b. Consideration of a motion and vote to return to Open Session
  - c. Discussion and possible action on a motion and vote related to the employment of any individual salaried public officer or employee.
    - i. Executive Assistant
  
- 10. New Business – Any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda [25 O.S. § 311 (A)(9)]
  
- 11. Adjournment

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